Matthews, H.B.

[The Oriental Institute
Chicago, IL]

October 15, 1937

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Mr. H. B. Matthews, Exec. Secretary,
The Oriental Institute,
1155 East 58th St.,
Chicago, Ill.

Dear Mr. Matthews:

The negatives of coins that were made were billed at our usual charge. These were ordered by Mr. T. George Allen at the request of Mr. Loud, who was anxious to have the photographs made before he left for the field and as the coins were being worked upon here at the time, the photographing had to be done here.

We had to send out for a photographer who comes in and makes these; also one of the staff has to be present to check up the lighting and see that the coins are right side up, and then to turn them over so the reverses can be photographed.

We do, however, make a 25% discount to our own members and one or two publishing houses that give us considerable work, and I am having a new bill sent you at the rate of $3.00 a negative.

Very truly yours,

Curator

HWks
ENCL.